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FINDING THE FUNDING

INTRODUCTION

1) WHAT TYPE FUNDING:

- A. Articulating your organization's mission and goals*
- B. Prioritizing your needs*

2) LOCATING, RESEARCHING AND CONTACTING YOUR PROSPECTS

- A. Resources*
- B. For research, proposal pointers and other information*
- C. For grants*
- D. Doing your homework*
- E. Initial Contacts*
- F. Phone calls, e-mail, letters*
- G. Pre-Proposal Letter or Proposal*

3) WRITING AND SUBMITTING THE PROPOSAL

- A. Just do it*
- B. Essential proposal elements*
- C. Standard proposal appendices*
- D. Form and substance*
- E. Proposal delivery: mail vs. fax vs. – mail*

4) PROPOSAL SUBMISSION FOLLOW-UP AND STEWARDSHIP

- A. Prepare for questions*
- B. Prepare to wait*
- C. Prepare to be responsible with your grant and accountable for it.*